

***TOWN OF NEWFIELDS BOARD OF SELECTMEN  
MEETING MINUTES  
TUESDAY, JULY 21, 2015***

***Present: Selectmen: Michael Woodworth, Jamie Thompson and Chris Hutchins.  
Others include: Brian Knipstein, John Alberghini, Chief Reed, Tom Conner, Kent  
Lawrence and Jeff Buxton.***

***Call to order at 7:00 pm.***

The Selectmen reviewed and signed:

- Checks Pd 07/17/15: Accts. Pay. Manifest - \$30,014.96  
Payroll Manifest - \$8,714.08
- Checks Pd 07/24/15: Accts. Pay. Manifest - \$4,869.92  
Payroll Manifest \$9,540.62

Brian Knipstein met with the Selectmen to discuss:

- Driveway Culvert (210-12) on 37 Oaklands Rd. – cleaned out 2 years ago; will inspect, clean out & document with pictures.  
Need to check Driveway Permit for silt retention.
- Driveway - bump / seam (101-29) on Railroad Ave - resurfaced road had been blended back into the driveway. Jamie will respond to homeowner.
- Winkler Way Road Bond – (202-15) last remaining lot. The top coat on Winkler Way and the fire cistern have not been completed to date. There is no current road bond on file to insure that the road will be top coated. Clay will review and notify land owner Dave Garvey of the need for a road bond in the amount of approximately \$35,000 for the top coating of Winkler Way and completion of fire cistern. A lien may be placed on the last remaining lot in order to protect the Town.

John Alberghini, Tom Conner and Chief Reed met with the Board to go over the updated Hazardous Mitigation Plan which was started in 2008. The following strategies were discussed:

- ✓ Develop Emergency Operations Plan
- ✓ Emergency Brochure/web page/newsletter
- ✓ Bald Hill Culvert replacement
- ✓ Emergency Equipment – Generators
- ✓ Designation of emergency shelters
- ✓ Rewire Elementary School for generator use
- ✓ Dry hydrant/cistern placement Management Plan
- ✓ Develop internal critical incident contact list
- ✓ Increase parking at the elementary school

- ✓ New cisterns
- ✓ Expand telecommunications capability
- ✓ Update Stormwater Management Regulations
- ✓ Acquire a large scale printer
- ✓ Ensure/develop handicap accessibility at the EOC
- ✓ Rt 85 At Parting Brook: culvert replacement – road elevation
- ✓ Road elevation – possible culvert replacement Rt 85 & Rt 87
- ✓ Bridge Repair on New Road

The following hazards that have or could affect the town were discussed:

- Flooding
- Wildfire
- Drought
- Lightning
- Severe Wind
- Transportation – Rockingham Junction
- Earthquakes
- Extreme Temperatures
- Tornados
- Severe Winter Weather
- Hurricane
- Erosion
- Sustenance
- Hail
- Radon

The Selectmen inquired about what would be needed to have a shelter. Jon replied it would have to be handicap accessible, warming station and food, charging station, sanitary facilities, and possible bedding & kitchen facilities which would be supported by the Red Cross.

Jon Alberghini will complete the final paperwork, which only needed updating since it was last filed, and will be adding reference maps. He will file the Newfields Hazardous Mitigation Plan Update 2015 for approvals from the NH Homeland Security and Emergency Management (NHHSEM) and FEMA and then to the Board of Selectmen to accept the plan.

At 7:30pm, the Board of Selectmen, by motion of Selectmen Woodworth, seconded by Selectmen Thompson and in accordance with RSA91-A:3(I), to enter into a non-public session for purpose of personnel matter [RSA91-A:3(II)(c)]. By roll call vote the Board passed the motion: Woodworth-Affirmative; Thompson – Affirmative; Hutchins – Affirmative

At 7:31pm, the Board entered into non-public session.

At 7:42pm, the Board left non-public session and entered into public session.

At 7:43pm, the Board of Selectmen, by motion of Selectmen Woodworth, in accordance with RSA91-A:3(III), that the minutes will not be disclosed because divulgence of the information would adversely affect the reputation of a person other than a member of the Board or render the proposed action ineffective. All were in favor and the 2/3 requirement for affirmative vote was met.

The Board updated Chief Reed that the new P.D. Door will be painted at a future date with the other Town Hall trim.

The Selectmen approved and signed the 5 year Contract dated 1/1/2015 for Chief Reed.

The Hawkers and Peddlers permit was reviewed for Edward Jones. Chief Reed would need a current background check, since the one submitted with the permit was dated 2013, before approving it. Jamie made a motion to approve the Hawkers and Peddlers Permit for Edward Jones, upon the receipt and approval of the current background check, seconded by Michael. All were in favor and the motion passed.

Kent Lawrence met with the Board to discuss the upcoming ZBA hearing on the proposed in-law apartment. If the property were to be sold today, the approval for the in-law apartment would go away (not transferred to the new owner). Another property in town is still using the in-law apartment approval from the previous owner, so Clay will need to draw up a letter to that resident to notify them of this possible violation.

Sue will make an appointment for a ½ hour meeting with NH OEP(Office of Energy Planning) on the State Floodplain Maps.

The Selectmen approved the Buxton Oil 2015-16 Locked in Price of \$2.299/gal for 1400 gallons, with payment terms of Net 20. Jamie made a motion to accept the 2015-16 contract price of \$2.299/gal for 1400 gallons from Buxton Oil, seconded by Chris. All were in favor and the motion passed.

The Board discussed the Main Street Art Lease that has been reviewed by Atty LaPointe. Donna will notify Joe Perna of Attorney's review and request a word document format of the proposed lease that will be edited by the Selectmen.

Jamie updated the Board of his meeting with Mike Todd on the amended plan for the P.D. There will be a future meeting to discuss the proposed renovation.

Sue McKinnon met with the Selectmen to discuss having Carol Stark help in the Town Office when she is on vacation, (8/10-8/14), and to get approval to close the Town office on Friday, Aug. 14<sup>th</sup>. Approval was given by the Board.

Minutes of the June 16th meeting were read. Michael made a motion to accept the minutes as written, seconded by Chris. All were in favor and the motion carried.

Minutes of the June 30th meeting were read. Chris made a motion to accept the minutes as written, seconded by Jamie. All were in favor and the motion carried.

Minutes of the July 7th meeting were read. Chris made a motion to accept the minutes as written, seconded by Michael. All were in favor and the motion carried.

The next meetings of the Board of Selectmen will be Aug. 11<sup>th</sup> and Aug. 25<sup>th</sup>.

At 8:30pm, Chris made a motion to adjourn the meeting. The motion was seconded by Michael. The motion passed with all in favor.

Respectfully submitted,

Donna C. Newman